

TOWN OF MIDDLETOWN
PRELIMINARY MAJOR SUBDIVISION PLAN

Checklist:

The following is the minimum information required:

- ____1. Name, address, and telephone number of owner, applicant, registered civil engineer or surveyor.
- ____2. Plan Title.
- ____3. Location map.
- ____4. Key map.
- ____5. Scale, north arrow and date.
- ____6. Sheet size not to exceed 24"x 36" (unless approved by the Town.)
- ____7. Middletown General Notes – Subdivision
- ____8. Plan Certifications – Subdivision.
- ____9. Phasing Lines
- ____10. Overall parcel boundaries labeled with metes and bounds/curve data.
- ____11. Adjacent properties labeled with Owner's name, tax parcel number and zoning.
- ____12. Existing site features including: Location of existing streets (including right-of-way and cartway widths), existing topography, physical features, floodplain limits, wetlands, structures, utility lines, etc.
- ____13. Existing and proposed easements (20' for all utilities; 6' along all rear and side lot lines)
- ____14. Proposed lot lines.
- ____15. Location and type of proposed stormwater management facilities.
- ____16. Location of proposed streets, street right-of-ways, cartway widths, approximate street grades.
- ____17. Location and acreage of proposed open space (active or passive)
- ____18. Location of soil borings
- ____19. Existing and proposed street names postal addresses (in accordance with the US Postal policy and as approved by the County Department of Police for all lots).
- ____20. Revision block.
- ____21. Proposed fire hydrant locations.
- ____22. Sidewalk located on both sides of all public roads.
- ____23. Setback lines.
- ____24. Entrances adjacent to or across the street from proposed subdivision.
- ____25. Existing and proposed monuments.
- ____26. Legend for all symbols and linework used.
- ____27. Location of proposed sanitary sewer, water and storm sewer tie in to existing systems.
- ____28. Access of lots with dual frontage restricted to minor street.
- ____29. Limits of disturbance line.
- ____30. Location and size of proposed utilities (water, sanitary sewer, and storm sewer)
- ____31. Location of proposed pumping station(s)
- ____32. Zoning lines.
- ____33. Lot numbers
- ____34. USPS box location labeled on plan and approval from USPS.
- ____35. Community Postal Boxes note: "Postal boxes shall be installed in accordance with the rules and regulations of the United States Postal Service."

In addition, the Preliminary Plan shall be accompanied by the following:

- ____ Preliminary stormwater management report
- ____ Filing fee

- _____ Application
- _____ Plan review escrow
- _____ Landscape /recreation plan (if required) referencing the record plan
- _____ Maintenance declaration
- _____ Deed of restrictions (if necessary)
- _____ Completed plan checklist
- _____ Cross-easement or access agreements, if required
- _____ Traffic Impact Study (if required)